

## **Seekonk Zoning Board of Appeals TIME FRAME FOR PETITION**

- Upon receipt of the applications, the Board has up to **65 days** to hear the petition – This time frame is used to place legal ads in newspaper 2 weeks prior to public hearing and to notify the abutters within 300’.
- By law, the petition cannot be heard any earlier than 15 days from the first appearance in the newspaper or it is not considered legal.
- The earliest a petition can be heard is 30 days from day of receipt of petition.
- A decision is usually rendered at the hearing, however, an official written “Decision” must be typed and signed by the Board members. Massachusetts General Laws **allow 14 days** in which to do this after the public hearing. The typed and signed “Decision” is time-stamped and mailed to the petitioner; copies are mailed to the abutters.
- Upon receipt of the decision in the mail, per Massachusetts General Laws, you must wait an **additional 21 days** before you can record the Decision with the Bristol County Registry of Deeds because of the 20-day appeal process. The time stamp on your Decision begins the 20-day appeal process.
- After the 20-day appeal period ends, you must bring your original copy of the Decision and the “Certificate of Granting” to the Town Clerk’s Office for a written Certification that no appeals have been made before your decision is taken to the Registry of Deeds to be recorded.
- The applicant is responsible for recording the original, time-stamped decision; the Certificate of Granting; and the Town Clerk’s Certificate with the Bristol County Registry of Deeds.
- After the three documents are recorded at the Registry of Deeds, the applicant must bring the recording receipt back to the Town Clerk and Building Inspector’s Office prior to any permits being issued.
- **The Zoning Board of Appeals provides zoning relief only. The ZBA Decision is not a building permit, applicants granted relief must still apply for a building permit and seek approval from all the Town’s Regulatory Boards and Commissions, as applicable. The Building Inspector SHALL NOT issue a permit until the recipient submits certification from Bristol Country Registry of Deeds that this decision has been recorded.**

**IT IS IMPOSSIBLE TO GUARANTEE ANYONE A CERTAIN DATE FOR  
PUBLIC HEARINGS OR COMPLETION PROCESS**